



Design Review and Implementation Committee

MEMORANDUM

DATE: February 11, 2008

TO: TransLink Operating Group (TOG)

FROM: Keith Roan, (VTA), DRAIC Chief

RE: Approval of Phase 2 funding for the CIMS

The TransLink® Design Review and Implementation Committee (DRAIC) approved the design for the Consortium Information Management System (CIMS) at its meeting on January 23, 2008. The Finance Committee approved the Independent Cost Estimate and the Phase 2 funding for the (CIMS) in the amount of \$1,474,000 on January 25, 2008. The funds for the development and implementation of the CIMS are available in the TransLink Capital Budget. The total cost of the CIMS is within the independent cost estimate prepared by VTA and within the amount allocated for the project in the TransLink capital budget.

This memorandum provides background information for both Phase 1 and Phase 2 of the CIMS. The CIMS Design effort is complete and funding for Phase 2 has been approved by the Finance Committee.

Background

The request for approval of funding for the design of the CIMS was approved unanimously during the August 28, 2007 TMG.

The major deliverables of Phase 1 included:

1. Functional Specification Documents. A detailed functional specification will be created defined the focus areas outlined by the Consortium.
2. Technical Design Documents. The Technical Design Document provides the Consortium with recommended technical requirements that will be required to process the functional specification.

3. Detailed Design Documents. The Detailed Design Document will describes the system requirements, operating environment, system, and subsystem architecture, files and database design, input format, output layout, processing logic, and external interfaces.
4. Independent Cost estimate for Development and Hosting of CIMS. The functional, technical, and detailed design documents will be used to develop the Independent Cost Estimate for the development of the CIMS. The Independent Cost Estimate will be reviewed for various elements such as accuracy, feasibility, and completeness to ensure a successful outcome.

Approval to move forward with the development and implementation of the CIMS project was approved by the TMG in (July or August) 2007.

The major deliverables of Phase 2 include:

1. Reconciliation and Data Validation
2. Data Analysis
3. Development, Testing, and Implementing of the CIMS

Status

Phase 1 is nearing completion and funding for Phase 2 is being requested to ensure resources can transition quickly to the development and hosting of the CIMS.

Request for Phase 2 Funding for the Development of the CIMS

The total cost for the CIMS is \$2.2 million. This total cost is within the independent cost estimate developed by VTA and within the amount allocated for the project in the TransLink capital budget. As the Consortium's contract manager VTA has contracted and paid for the following completed activities:

1. Task #1 (Functional Specification Documents) and Task #2 (Technical Design Document)

Approval for the remaining funds of \$1,474,000 is required to complete the development and implementation of the CIMS is being requested.